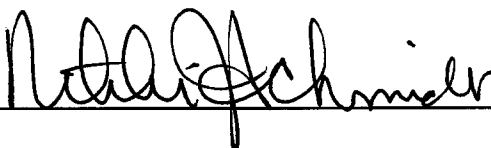


**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT General Services		(2) MEETING DATE June 13, 2006		(3) CONTACT/PHONE Duane P. Leib (805) 781-5200		jg
(4) SUBJECT Lopez Lake Water Slide Concessionaire Audit conducted in January 2006 by the Auditor-Controller's Office and submitted to your Board on February 28, 2006.						
(5) SUMMARY OF REQUEST Response to Lopez Lake Water Slide Concessionaire Audit conducted in January 2006 by the Auditor-Controller's Office and submitted to your Board on February 28, 2006.						
(6) RECOMMENDED ACTION The Department of General Services requests your Board receive and file this response to Lopez Lake Water Slide Concessionaire Audit conducted in January 2006 and submitted to the Board on February 28, 2006.						
(7) FUNDING SOURCE(S) N/A		(8) CURRENT YEAR COST N/A		(9) ANNUAL COST N/A		(10) BUDGETED? <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
(11) OTHER AGENCY/ADVISORY GROUP INVOLVEMENT (LIST): Auditor-Controller's Office						
(12) WILL REQUEST REQUIRE ADDITIONAL STAFF? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, How Many? _____ <input type="checkbox"/> Permanent _____ <input type="checkbox"/> Limited Term _____ <input type="checkbox"/> Contract _____ <input type="checkbox"/> Temporary Help _____						
(13) SUPERVISOR DISTRICT(S) <input type="checkbox"/> 1st, <input type="checkbox"/> 2nd, <input type="checkbox"/> 3rd, <input type="checkbox"/> 4th, <input type="checkbox"/> 5th, <input checked="" type="checkbox"/> All			(14) LOCATION MAP <input type="checkbox"/> Attached <input checked="" type="checkbox"/> N/A		(15) Maddy Act Appointments Signed-off by Clerk of the Board	
(16) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Presentation <input type="checkbox"/> Board Business (Time Est. _____)			(17) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions (Orig + 4 copies) <input type="checkbox"/> Contracts (Orig + 4 copies) <input type="checkbox"/> Ordinances (Orig + 4 copies) <input checked="" type="checkbox"/> N/A			
(18) NEED EXTRA EXECUTED COPIES? <input type="checkbox"/> Number: _____ <input type="checkbox"/> Attached <input checked="" type="checkbox"/> N/A			(19) APPROPRIATION TRANSFER REQUIRED? <input type="checkbox"/> Submitted <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A			
(20) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) _____			(21) W-9 <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		(22) Agenda Item History <input type="checkbox"/> N/A Date <u>1-24-06</u>	
(23) ADMINISTRATIVE OFFICE REVIEW <div style="text-align: center; font-size: 2em; font-family: cursive;">  </div>						

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 6-13-06



COUNTY OF SAN LUIS OBISPO

Department of general services

COUNTY GOVERNMENT CENTER • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5200

DUANE P. LEIB, DIRECTOR

TO: BOARD OF SUPERVISORS

FROM: *DP Leib* DUANE P. LEIB, GENERAL SERVICES DIRECTOR

DATE: JUNE 13, 2006

SUBJECT: BOARD REFERRAL, LOPEZ LAKE MUSTANG WATERSLIDE CONCESSIONARE AUDIT

RECOMMENDATION

On February 28, 2006 your Board considered the Auditor-Controller's audit of the Lopez Lake Water Slide Concession. The original audit recommendation and the General Services response were approved as a consent item with a recommendation that an update be provided to the Board in four months to insure audit compliance.

DISCUSSION

There were two findings in the February 28th audit of the Mustang Water Slide concession that General Services has reviewed and can respond as follows:

1. Group Rental Revenue Not Recorded On Z Tape – The finding was that the concessionaire failed to report the revenues collected from group activity and could not provide receipting for group activity. General Services agrees with the recommendation that total receipts from group activity be entered into the cash register system. A letter has been sent to this concessionaire stating that they shall comply with the contract and provide an accounting for all revenues generated including those from group activities. The concessionaire responded and agreed to begin compliance as soon as they re-open this May.
2. Excessive Voids – The finding was that an excessive amount of voids were found to have been keyed into the cash register. General Services agrees with the recommendation that the concessionaire better train their cashiers on the proper handling of voided transactions and that the concessionaire monitor these voids to ensure that they are not excessive. A letter has been sent to this concessionaire advising them of this complaint with the recommendation that they train staff so as to prevent excessive voids being rung up. The concessionaire responded and agreed to begin compliance as soon as they re-open this May.

OTHER AGENCY INVOLVEMENT

Auditor-Controller's Office has reviewed the Board referral.

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Board of Supervisors
June 13, 2006
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FINANCIAL CONSIDERATIONS/IMPACT

Revenues from the group activities should increase.

RESULTS

This action documents General Services compliance with the Auditor's recommendations and will close the four month referral with the Board of Supervisors.

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